Roots Africa Dashboard – Meeting Summary  
Date: 4/9/2025  
 Attendees: Yosef Tsigie, Ildreed Muhammad, Demetrios Tzamaras, Rishabh Banga, Bruck Getnet, Scott Chen

We met to check in on progress and finalize next steps for the Roots Africa Dashboard project. The discussion focused on reviewing the dummy data progress, improving consistency across survey structures, and planning how to integrate feedback from the community partners. We also discussed dashboard design ideas and upcoming deadlines.

**Action Items – Project Team:**

* Rishabh and Scott will begin testing the dummy data in Kobo to ensure formatting is correct and submissions are flowing properly.
* Bruck and Demetrios will work on aligning question phrasing across all four surveys for consistency and clarity.
* Yosef will follow up with Cedric to confirm any pending survey edits have been implemented.
* Ildreed and Scott will begin drafting initial layout mockups for the dashboard visualizations.
* The team will brainstorm potential metrics and visualizations that would be most helpful for farmers and donors.
* All edits and data testing will be finalized by Friday to stay on track for the upcoming presentation.
* Next weekly meeting is scheduled for Wednesday the 16th.

Created an infrastructure where our data could be interpreted.